

Dear City Employees:

Once again, the National Weather Service is forecasting the possibility of snow this evening in the Seattle metropolitan area. If it does snow, the hard-working crews with the Department of Transportation will be busy keeping roads open.

The City of Seattle will remain open for business tomorrow. If it snows, please use your best judgment in determining how you travel safely to work. If you choose not to report to work due to your safety concerns, transportation problems or dependent care issues, you must notify your supervisor of your decision. For information regarding the City's inclement weather policies and how time loss from work is to be reported, please refer to http://www.seattle.gov/personnel/rules/rule_3.9.htm

Go to www.seattle.gov or tune in to 710 KIRO Radio for the latest information on the weather and city operations.

Sincerely,

GREG NICKELS
Mayor of Seattle